

ORDER OF COMMISSIONERS COURT

Authorizing the creation of the Harris County Essential Workers Board

The Commissioners Court of Harris County, Texas, convened at a meeting of the Court at the Harris County Administration Building in the City of Houston, Texas, on November 30, 2021 with all members present.

A quorum was present. Among other business, the following was transacted:

ORDER ESTABLISHING THE HARRIS COUNTY ESSENTIAL WORKERS BOARD (HCEWB), ADOPTING THE HCEWB BYLAWS OF NOVEMBER 30, 2021, AND DIRECTING THE DEPARTMENT OF ECONOMIC EQUITY AND OPPORTUNITY (DEEO) TO LAUNCH THE HCEWB AND FACILITATE ITS WORK

Commissioner Garcia introduced an order and made a motion that the same be adopted. Commissioner Ellis seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

Vote of the Court	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Judge Hidalgo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ramsey, P.E.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Comm. Cagle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The County Judge thereupon announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order adopted follows:

IT IS ORDERED that:

1. The Harris County Essential Workers Board (HCEWB) is hereby established.
2. The HCEWB Bylaws ("Bylaws") of November 30, 2021, are hereby adopted and incorporated by reference and made a part of this order for all intents and purposes as though set out in full word for word.
3. The Harris County Department of Economic Equity and Opportunity (DEEO) is directed to oversee and facilitate the activities of the HCEWB in accordance with the Bylaws.
4. The DEEO shall lead the coordination of other County Departments and/or Offices ("Departments") necessary for the HCEWB to meet its purpose and objectives, as outlined in the Bylaws. Departments shall cooperate with requests from DEEO to

Presented to Commissioners Court

participate in activities related to the implementation and operation of the HCEWB, in accordance with the Bylaws and this order.

5. On an annual basis, the DEEO will request a budget for personnel and resources, as needed, to coordinate and facilitate the HCEWB's activities in accordance with the Bylaws, subject to Commissioners Court approval during the budget process.
6. The DEEO shall launch and operationalize the HCEWB based on the following timeline and deliverables:

Deadline	Deliverable
January 2022	DEEO, Universal Services, and the Harris County Boards and Commissions Office (HCBCO) will coordinate to design and launch a website for the HCEWB to include an online application form and instructions.
March 22, 2022	Deadline for members of Commissioners Court to appoint one member each to the HCEWB, in accordance with the specifications of the "Harris County's Uniform Policies and Procedures for Associated Appointment Processes and Oversight of County Boards and Commissions (HCBCO Policy)."
May 24, 2022	Deadline for HCBCO to submit the remaining eight (8) appointments for Commissioners Court approval in accordance with the HCEWB Bylaws and the HCBCO Policy, respectively.
June 2022	Once appointed, HCBCO and DEEO jointly will convene all 13 members for an orientation and introduction to the HCEWB. HCEWB will hold its first meeting. DEEO will provide coordination and facilitation support, as needed.
August 2022	DEEO will request a budget for fiscal year 2022-2023 that includes staffing and resources for the HCEWB, subject to approval by Commissioners Court during the County's Annual Budget Process.

7. All Harris County officials and employees are authorized to do any and all things necessary to accomplish the purpose of this Order.